

S-E-C-R-E-T

ADM-9

DD/R-727-63
9 May 1963

MEMORANDUM FOR: All Employees, ORD and DD/R

SUBJECT : Post Office Boxes

25X1A 1. Because the number of Agency post office boxes has been increasing each year, posing additional security and support problems on the Office of Security, the Deputy Director (Support) has requested that a single official be designated for the DD/R Area to approve all requests for post office boxes and to make an annual review of their use. Mr. [REDACTED] has been appointed such official.

25X1A 2. For the proper form in submitting a request or in justifying the continuation of a box presently serviced, please contact Mr. [REDACTED] Security Officer.

Original signed by
E. B. Giller

EDWARD B. GILLER
Assistant DD/R

Distribution:
All employees ORD and DD/R

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GROUP 1
Excluded from automatic
downgrading and declassification